

**PUBLIC HEALTH COUNCIL
EXECUTIVE COMMITTEE
MINUTES**

December 2, 2005, 1:00 – 3:00 p.m.
Wisconsin Medical Society, 330 East Lakeside Street, Madison, WI

STATE OF WISCONSIN

MINUTES OF THE MEETING OF DECEMBER 2, 2005

Committee Members in Attendance: Ayaz Samadani (Chair); Sandy Anderson (Vice-Chair); John Bartkowski (Vice-Chair) (by teleconference); Gary Gilmore (Secretary); Bevan Baker; Stephan Hargarten

Absent Committee Members: Jeanan Yasiri; Julie Willems Van Dijk

Division of Public Health Staff: Herb Bostrom, Deputy Administrator; Patricia Guhleman; Stacia Jankowski

Guests: Mary Jo Baisch, Public Health Advisory Council (PHAC) Chair

Call to Order

Dr. Ayaz Samadani called the meeting to order at 1:05 p.m.

Review of Minutes from Previous Meeting

Dr. Gary Gilmore made a motion to approve the minutes for October 7 as written, which was seconded by Dr. Stephen Hargarten. The motion passed unopposed.

Administration

Nominating Committee

Dr. Samadani reported that the memo from the Nominating Committee requesting feedback from the Council members has been distributed. A discussion followed about whether voting for members should occur electronically or at the meeting provided that quorum is reached. Sandy Anderson said that she believes participation is better when voting is done electronically. The Committee agreed that voting electronically was the most inclusive means of electing the Council officers, and asked that staff call to remind Council members who have not voted to ensure the greatest participation.

Draft semi-annual/annual report

The Committee agreed to bring the draft report to the full Council for review and approval. Following this meeting, if the Council approves, the report will be distributed to the Governor and the Secretary of the Department of Health and Family Services. The draft report will be distributed to all Council members following the Public Health Council State Health Plan Committee's review on December 7.

Communication with other councils

Stacia Jankowski reported that staff have begun to collect information about all Governor-appointed boards and councils that may be of interest to the Public Health Council based on its charge. The Committee asked that this information be expanded to include other relevant boards and councils, beyond those appointed by the Governor.

Dr. Gilmore reported that the WPHA/WALHDAB Annual Meeting Planning Committee has already begun to meet, and he is fully engaged.

Discussion Items

Public Health Advisory Committee (PHAC) discussion

Mary Jo Baisch was invited to provide an update on the state of PHAC. She thanked the Committee members that were able to attend the meeting earlier in the day. She reported that PHAC has been awarded

a \$5,000 planning grant from WPHA to examine their role. With these funds, PHAC plans to hire a facilitator. She also reported that she has requested a small amount of funds from Dr. Sheri Johnson, Division of Public Health Administrator, which would cover mileage and conference calls for those members who are not supported by an organization for the next six months.

Ms. Baisch asked the Committee to consider working with PHAC as it defines its role, and anticipates a decision will be made in the next six months. One suggestion already raised is working with the Division to reduce the number of advisory committees through the use of PHAC's diverse membership (representing 38 – 40 agencies). Herb Bostrom reported that 27 of the 36 advisory committees in existence are required by statute or a grant. Bevan Baker said that he would be interested in seeing a schematic that described the process flow for how this currently works in folding the advice of these advisory bodies into the policy development process.

Dr. Hargarten said that the Council may need to strategize and embrace the broader vision of working across Departments to be sure that there is broad leadership for these activities. He said this is where a strong leadership organization could provide valuable input into the system.

Dr. Samadani asked that PHAC continue to report to the Council over the next six months. He requested that a channel of communication be established to do this. Ms. Anderson suggested that the PHAC minutes be incorporated into the handouts for the Council, and that PHAC be included as an agenda item for reporting to the Council, when necessary.

Agenda for December 9, 2005

An invitation to participate in the December 9, 2005, meeting of the Public Health Council was extended to Phillip Farrell, Dean of the University of Wisconsin-Madison School of Medicine and Public Health, and Chancellor Santiago, University of Wisconsin-Milwaukee. Chancellor Santiago has delegated his invitation to Randall Lambrecht, Dean of the College of Health Sciences. Both Dean Farrell and Dean Lambrecht have agreed to address the Council at the December 9 meeting.

The Committee discussed the information they were interested in receiving from these two speakers, and decided to send an additional letter requesting that Dean Farrell and Dean Lambrecht provide the following:

- A ten-minute presentation on each Dean's vision for public health education and training in Wisconsin (e.g., professional preparation and workforce development).
- A written update, for Council review prior to the meeting, providing a brief overview of current and projected professional preparation opportunities in public health offered by each institution, along with workforce development opportunities for the current public health workforce.

The agenda was revised to incorporate these presentations early in the meeting to accommodate the Deans' schedules. It was also agreed that Dr. Samadani would provide an introduction to this topic to help Council members understand their role and engage in this process.

As a result of the discussion described above, the open forum and general administrative discussion items were moved further down on the agenda.

Agenda items for next meeting

1. A speaker for the standing agenda item, "Report from academic institutions."
2. Communication with other councils – Review list of existing councils and identify next steps.
3. Review Nominating Committee process.

Next Meeting

The next meeting of the Executive Committee is scheduled for January 20, 2006, from 1:00 – 3:00 p.m. in a location to be determined.

Adjournment

Dr. Samadani adjourned the meeting at 2:55 p.m.